

Minimum Qualification Specifications
for the Class:

BUILDING AND GROUNDS SUPERVISOR
(BUILDING & GROUNDS SUPVR)

Experience Requirements:

Six (6) years of work experience in performing a variety of building maintenance and repair work of which two (2) years shall have been as a fully competent worker.

Supervisory Aptitude:

Applicants must possess supervisory aptitude. Supervisory aptitude is the demonstration of aptitude or potential for the performance of supervisory duties through successful completion of regular or special assignments which involve some supervisory responsibilities or aspects; by serving as a group or team leader, or in similar work in which opportunities for demonstrating supervisory capabilities exists; by completion of training courses in supervision accompanied by application of supervisory skills in work assignments; or by favorable appraisals by a supervisor indicating the possession of supervisory potential.

Quality of Experience:

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

Selective Certification:

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. For such positions, Selective Certification Requirements may be established and certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Agencies requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Tests:


Applicants may be required to qualify on an appropriate examination.

Physical and Medical Requirements:

Applicants must be able to perform the essential duties and responsibilities of the position effectively and safely, with or without reasonable accommodation.

This reflects a change in title and an amendment to the minimum qualification specification for the class BUILDING AND GROUNDS SUPERVISOR I (BUILDING & GROUNDS SUPVR I), which was approved on December 8, 1976.

DATE APPROVED: APR 06 2011



SUNSHINE P.W. TOPPING
Director of Human Resources Development